



Spiritual Life Center: Being of Service on the Board of Trustees Frequently Asked Questions

Are you feeling called to find a new way to be of service? Are you interested in a role where you can co-create the strategic vision of Spiritual Life Center and help to manifest our mission?

If you think this sounds familiar, then your divine appointment may be to apply for Spiritual Life Center's Board of Trustees!

In evaluating if Board service is part of your current spiritual path, it is essential that we provide you with information to help you make an informed decision. You may wonder what Trustees do and what is expected. We have answered some frequently asked questions about serving on the Board and have also made available the Trustee Job Description, Confidentiality Agreement, and Code of Ethics (www.slcworld.org/trustee-application).

If your interest continues to be piqued, we encourage you to attend our "**Are you called to be a Trustee**" where you can interact with current Trustees, hear from a past Trustee, and ask questions. It will be held on **March 19, 2023 at 12:30**.

If you aren't able to attend this workshop and have questions, please feel free to send an email to board@slcworld.org and an SLC Trustee will be in touch.

Q. Why would I want to be a Trustee?

A. This is a personal question that only you can answer! We can merely offer our insight regarding what inspired us to consider this type of spiritual service. For most of us, we already had a long history of attending Spiritual Life Center and had served in various capacities. This was helpful in enhancing our perspective and equipping us with important experiences to prepare us for Board service. Other Trustees offered unique operational skill sets for Spiritual Life Center, such as a fundraising, legal, human resources, or financial analysis background. A few of us had a range of strategic experience serving on other organizations' Boards and had determined Board Service was our path for service. In all cases, we brought our own unique

experiences to the operational success of SLC. We had also reached a level of spiritual development that prepared us to serve in a strategic leadership role for a 3-6 year commitment where our impact on our spiritual cooperative would be wide-ranging and reverberate for years to come beyond our service commitment.

Q. What are the requirements for being a Trustee?

A. All Trustees have been Governing Members of SLC for at least one (1) year, regularly attend Sunday Service, consistently participate financially in support of SLC, attend monthly Board meetings, commit to participating in regular electronic correspondence, and volunteer in another capacity to support the programs or operations of SLC. In order to learn a common language and participate in the co-creation of our Board “Collective Consciousness”, Trustees are required to attend a Q Process training workshop (at the earliest opportunity) and be willing to use this common language and Q Principles with other Trustees.

Trustees must be willing and able to hold matters in confidence as there will be times when sensitive and confidential information is shared with the Board. Finally, as leaders of our spiritual cooperative, Trustees need to be actively practicing in our own spiritual development, able to bring our spiritual consciousness to everyday situations, and have a willingness to use spiritual principles to resolve expected and normal differences of opinion.

Q. What will happen if I apply for the Board but am not the right fit at this time?

A. Spiritual Life Center is ever-evolving in our spiritual and operational goals. We are thrilled by your interest and will discuss potential growth service opportunities within SLC so that you are prepared and able to serve on the Board at a later date. These growth opportunities may include other leadership roles on Affinity Groups, the Evolutionary Council, Chaplains, etc, and/or spiritual development programs.

Q. What should I do if I want to join SLC’s Board but now is not the right time for me or I am not sure I have the right skills yet?

A. We are delighted you are considering this type of service now. We encourage you to attend our **“So You Think You Want to be a Trustee” Information Session**, where you can interact with current Trustees, hear from a past Trustee, and ask questions. This will be held on **March 19, 2023 at 12:30**. Some of us spent years knowing we might one day apply to the Board. Some of us sought out specific types of volunteer roles in order to be better prepared for when we did apply to the Board. Please email us at board@slcworld.org now so that we

may get to know you better and so that we can guide you to volunteer opportunities at SLC now in a way that serves your needs, helps you gain experience to eventually apply to the Board, and contributes to the community of Spiritual life Center.

Q. Why is the Q Process training a requirement to join SLC's Board?

A. The Q Process is a spiritual program that can guide a person through spiritual and human self-discovery. This self-discovery helps you to understand your heart-centered spiritual self, "who you've come here to be", and your shadow self, the negative inner voices we all experience. The Q Process gives you brain science tips that enhance your awareness of past and current negative situations as well as teach you how to develop a more accurate and spiritual perspective. It is a wonderful program that has transformed our lives and the lives of many SLC members for the better. Those are the personal reasons for offering this program to SLC members. Within a team dynamic, it is truly transformative! It gives the Board the opportunity to share a common language about how our individual spiritual beings are living this human experience and provides a framework for how to transcend this human experience as a collective to reach our shared goals for Spiritual Life Center. It enables us to understand each other on a deeper level, creates group cohesion and fosters trust, and provides a methodology for we can handle normal group differences of opinion that arise in everyday life and especially within such a closely collaborative team.

Q. What is the time commitment of a Trustee?

A. The amount of time varies among Trustees and from month-to-month, but we generally devote at least 4 hours per month for the monthly board meeting, plus approximately 6-16 additional hours per month, depending on our commitments to committee work, volunteer work and various operational and spiritual projects. In addition, there are typically two retreats per year, one for 2-3 days in the summer and a second 1 day retreat held in the fall. Quarterly planning meetings with SLC Staff, Volunteers and the SLC Board are alternately scheduled during the day and the evening to maximize attendance. Currently, monthly board meetings and quarterly planning meetings are conducted via Zoom. In a post-Covid environment, video-conferencing technology will be an option on an as-needed basis.

Q. What types of skills or education do I need to have?

A. There are no formal education requirements. It is the School of Life where we receive our greatest lessons. It is essential that Trustees are comfortable regularly checking and responding to email as well as using Word, PowerPoint, and PDF formats, video-conferencing tools like Zoom, and social media platforms like Mighty Networks. Desired skills for new Trustees do need to complement skills of existing Trustees in order for the Board to take SLC to its next phase of spiritual and physical growth. Our Trustees have a broad range of experience in the business, governmental, and non-profit sectors as well as backgrounds in Technology & Social Media, Finance, Marketing, Human Resources, Management, Academia, Psychology, Communications, Public Relations, Building and Fund Development, Legal, Strategic Planning, and/or Team Leadership. In the selection process, the Board will seek out a variety of skills and backgrounds as our diversity is our strength, encapsulates a more complete perspective, and ensures sound decision-making. A willingness to work cooperatively and actively with the other Trustees and staff to advance the vision and mission of SLC is a critical skill all Trustees need to embody.

Q. What is the decision-making process used by the Board?

A. The President of the Board and the Senior Minister determine each meeting's agenda and other Trustees may add agenda items. The meeting opens with prayer, a brief sharing from each Trustee guided by Q shared language, and then the business at hand. Items requiring a decision are discussed and then voted on. We engage in good honest discussion and caring, loving sharing. Oftentimes, decisions are reached by a simple majority vote. However, we strive to nurture an environment where Trustees feel comfortable voicing a question, perspective, or vote that differs from other Trustees. This helps us to evaluate all angles of an issue to ensure we make the best decision. Whether the vote is unanimous or split, once the decision is made, every Trustee is expected to support the decision of the Board. Trustees meet quarterly with Center staff and engage in monthly mentoring sessions with Rev. Dr. Gary Simmons regarding our transition to a mission-centered ministry.

Q. Apart from attending the monthly board meeting, what are specific Trustee expectations, duties, and responsibilities?

A. Trustees participate in counting the Sunday offerings, with each member signing up for 2-3 services per month (substituted with attending the Virtual Courtyard during COVID restrictions). They may also assist before, during, or after service. Trustees also chair or serve on the following Board Committees: Finance Committee, Youth Education Committee, Membership Committee, New Trustee Nominating Committee, the Abundant Community Team, and the Community Giving Committee. Trustees may also be called upon to make live or

recorded announcements about events, programs or the monthly Board Leadership Update. Trustees also take a lead role in supporting major fundraising events.

Additional major duties and responsibilities of the Board include but are not limited to:

- hiring the Senior Minister(s) as well as the evaluation of and contracting for their services;
- making decisions on major policy recommendations;
- setting priorities for Spiritual Life Center;
- reviewing and approving the finances for Spiritual Life Center on a monthly basis and approving the annual budget
- manage membership recruitment and the annual renewal process
- represent the Spiritual Life Center Board of Trustees at all Membership Meetings
- interface with the Spiritual Life Center staff Leadership Team to coordinate Board
- sponsored events and activities

Q. What is the leadership structure of the Board?

A. There is a President, Vice-President, Secretary, and Treasurer who, along with the Senior Minister, make up the Executive Team of the Board. The Officers are elected by the Board each year at the June meeting and serve for one year, unless the Board reelects them.

Q. Is the Senior Minister a voting member of the Board?

A. Yes.

Q. What is the term of office for Trustees?

A. Trustees are elected for a three-year term and may be nominated for a second consecutive three-year term. Six consecutive years is the maximum time a board member may serve at any one time and then he/she must transition off the Board. They can apply again after a minimum of one year off the Board.

